



REQUEST FOR ASSISTANCE (RFA) FORM INTAKE INTERVIEW LOG

Date: 1/8/19	Interviewer: CM	RFA # 19- 12
Name of Person(s) Requesting Assistance: [REDACTED]		
Contact Numbers (telephone, e-mail, etc.): [REDACTED]		
Requested Assistance Pertaining To (name, position, policy, project, etc.): [REDACTED]		
Contact Numbers (telephone, e-mail, etc.): [REDACTED]		

To the best of your knowledge, please fill out the following:

Interviewee Status: Male Female Other :
 He/Him/His She/Her/Hers They/Them/Theirs Other :
 Administrator Faculty Staff Student

Concern Regarding: Male Female Other:
 He/Him/His She/Her/Hers They/Them/Theirs Other :
 Administrator Faculty Staff Student
 Other:

Category: (Please check at least one)

<input type="checkbox"/> Age	<input type="checkbox"/> Color	<input type="checkbox"/> Creed	<input type="checkbox"/> Disability	<input type="checkbox"/> Veteran Status
<input type="checkbox"/> Marital Status	<input type="checkbox"/> National Origin	<input type="checkbox"/> Race	<input type="checkbox"/> Religion	<input type="checkbox"/> Retaliation
<input checked="" type="checkbox"/> Sex/Gender	<input type="checkbox"/> Sexual Harassment	<input type="checkbox"/> Sexual Orientation	<input type="checkbox"/> Employment	<input type="checkbox"/> Genetic Information
		<input type="checkbox"/> Gender Identity or Expression		

Time Line			
Date	Item	Comments	
1.8.19	CM received email from Michael Sledge	Michael email to CM indicating [REDACTED] had contacted his office earlier today regarding a class she has this quarter. [REDACTED] reported that her past perpetrator is also in the class. Michael said he hadn't had contact with her, but thought EO may have. Michael referenced CARE report [REDACTED]. Michael indicated [REDACTED] was hoping for a call back today.	
1.8.19	CM phone call with Michael	CM phone call to Michael- got additional information [REDACTED] had not called asking for him specifically, but had called the office regarding concerns about having a person in class with her that she reported to UP had sexually assaulted her. The class is [REDACTED]. CM and Michael decided CM would	

		<p>reach out to [REDACTED] and inform her that EO had been contacted by the Office of Student life and invite her in to meet with CM to see if CM can be of assistance. CM would refer her to Deidre and also tell Deidre that she was making the referral. CM would like to meet with SGS prior to reaching out- CM will follow up with Michael if there are any concerns</p> <p>CM spoke with SGS and SGS found an email outreach that had been sent to Linsey on 11/26/18 following a CARE report.</p>
1.8.19	CM phone call to [REDACTED]	<p>CM phone call to [REDACTED] at 5:09 PM, no answer. CM left VM indicating she was calling from the EO office at Western, that EO had been given her name by the office of student life and wanted to see if we could be helpful to her. Asked [REDACTED] to call back to speak with CM, and if she wanted to make an appointment, she could do so even without speaking to CM if CM was not available. CM provided callback number and informed her that she would be leaving the office shortly, but would be back in the office at 8:00 tomorrow.</p>
1.8.19	[REDACTED] phone call to EO	<p>[REDACTED] called EO back at around 5:15PM. CM was still in the office and answered. [REDACTED] indicated she had contacted Student life because there was a trespass order issued by campus police against an individual she indicated sexually assaulted her. [REDACTED] told CM she was told by "Officer Mal-something" that if she was contacted by this student, he would get arrested and expelled. [REDACTED] indicated she called UP earlier today, and they told her to call the Dean of Student's office and they said they would get back to her.</p> <p>[REDACTED] explained that at the time, she did not want to press charges, but she had the option of having him arrested. [REDACTED] said she wrote an email to the officer about it. [REDACTED] said the officer told her the student would get checked in with once a month. [REDACTED] said the Officer put it in the system and checked a box to get "student judicial" involved. [REDACTED] said the Officer trespassed the student from all Fairhaven property- starting right past the rec center. [REDACTED] said she was told that if she saw him, she could call the police and he would be arrested right away and expelled. [REDACTED] indicated the student has not tried to contact her- but she was also told by the Officer that if the student had any of her classes, she could notify him and he would be kicked out of the class.</p> <p>[REDACTED] said she will occasionally see the student on campus, but he has never tried to contact her. [REDACTED] says she goes in the opposite direction, but seeing him does cause her panic.</p> <p>[REDACTED] said she chose not to press charges- and while it was complicated, it was her decision. [REDACTED] said she was told that if they had a class together, he would be moved out of the class.</p> <p>When CM offered the name [REDACTED] confirmed the Officer she spoke with was Officer Malpica.</p> <p>CM asked what [REDACTED] wanted. [REDACTED] indicated she just wanted this to be over, but it just keeps coming back up. [REDACTED] said she kept thinking about how she did not want him arrested, that she chose not to, but she keeps having to deal with it. [REDACTED] said the student may be in another class of hers. CM indicated she would try to follow up with Officer Malpica and UP to learn more about the situation.</p>
1.9.19	CM phone call to Stephanie Scott at UP	CM phone call with Stephanie Scott at 8:05 AM. Stephanie said she thought Malpica was on nights but will have to check. Per Stephanie via the report- the student is trespass from the Fairhaven complex, and prohibited from having

		contact with [REDACTED]
1.9.19	CM Phone call with Michael Sledge	CM phone call with Michael Sledge- explained conversation with [REDACTED] and reports from law enforcement. Indicated the concern [REDACTED] raised re: having him in her class. Explained why law enforcement had contacted him. CM indicated she would be following up with [REDACTED] later today- if Michael had any updates, he should let CM know.
1.9.19	CM Phone call with Stephanie Scott	CM phone call with Stephanie Scott- [REDACTED] had called Stephanie asking about the trespass order and wanting information about the student being in her class. Stephanie indicated she had spoken to Michael but she had not provided much information, outside of information she could provide re: the trespass to Stephanie.
1.9.19	Michael email to [REDACTED]	Michael email to [REDACTED] indicating that he had spoken to the male student of concern, and that he had dropped the class she was concerned about.
1.9.19	CM phone call to Michael	No answer- Michael on the phone.
1.9.19	CM email to Michael	CM email to Michael asking him to call her prior to her reaching back out to [REDACTED]. CM wants to have a meeting with [REDACTED] to review the situation and her options.
1.9.19	CM phone call to [REDACTED]	CM phone call with [REDACTED] asking to set up a meeting. [REDACTED] indicated she was willing to meet with CM and would like Deidre present.
1.9.19	CM phone call to Deidre Evans	CM phone call to Deidre Evans. No answer. CM left VM asking her to call back to schedule something with a student.
1.10.19	CM phone call to Deidre	CM phone call to Deidre- No answer. CM left VM
1.10.19	CM email to Deidre	CM email to Deidre asking her to call CM. CM provide time window when CM was available.
1.10.19	CM phone call with Deidre	CM phone call with Deidre. CM provided background on the situation and scheduled a tentative meeting for 2:30 on Tuesday the 15 th with Deidre
1.10.19	CM phone call to [REDACTED]	CM phone call to [REDACTED] to confirm appointment time on Tuesday the 15 th . No answer- CM left VM
1.10.19	CM conversation with Keith Williams	Following a meeting on an unrelated matter, CM asked Keith Williams (without giving specifics) of the general implications of a verbal admonition not to contact someone given by a UP Officer, short of an actual no contact order. Keith indicated that generally, short of an actual no contact order and just a verbal admonition, there would likely not be immediate arrest authority.
1.10.19	[REDACTED] phone call to CM	[REDACTED] phone call to CM- [REDACTED] left a VM
1.10.19	CM call to [REDACTED]	CM called [REDACTED] - no answer- left VM indicating trying to confirm appointment time.
1.11.19	CM phone call to [REDACTED]	CM phone call to [REDACTED] said she gets out of class at 2:30 on Tuesday. CM said she would call Deidre and see if that would work for her to meet at 3:00.
1.11.19	CM phone call with Michael	Michael said [REDACTED] and the student may have another class together. Michael indicated he was meeting with the student again today and would keep CM posted.
1.14.19	[REDACTED] call to EO	[REDACTED] called to see what time the meeting was with EO and Deidre. CM indicated it was scheduled for 3:00 on 1.15.19
1.15.19	CM meeting with	CM and Deidre met with [REDACTED] in the EO Office. CM explained the current circumstances to [REDACTED] and explained her options for going forward. CM

		<p>[REDACTED] and [REDACTED] provided [REDACTED] with POL-U1600.02 and POL-U1600.04 and the Discrimination Complaint Procedure. CM also explained in detail what a formal complaint would look like, and explained there was no time limit for filing a formal complaint. CM explained that as things were, while the student was prevented from going to the Fairhaven complex, there was no formal no contact order on main campus that would prevent her and the student from having classes together, or that could force him out of a class they shared. CM explained that a no contact order could be put in place as part of a formal complaint, if [REDACTED] chose to file one. [REDACTED] indicated she would speak with Deidre further. CM explained that if [REDACTED] chose to file a complaint, or had any further questions, CM was happy to assist.</p>
		RFA Closed